

**LITTLESTOWN AREA SCHOOL DISTRICT
MONTHLY BOARD MEETING
Alloway Creek Administrative Board Room
May 26, 2011
7:30 P.M.
AGENDA**

I. GENERAL BUSINESS

A. Call to Order - Mr. John L. Warehime Jr., President

B. Roll Call

C. Pledge of Allegiance – Mrs. Diane Kagarise

D. Moment of Silence – Mrs. Diane Kagarise

E. Student Representative Report – Luke Young

F. Presentations

Students of the Month

Jacob Mills, Grade 2, Rolling Acres Elementary

Damian McMaster, Grade 4, Alloway Creek

Paige Owings, Grade 8, Maple Avenue Middle School

Kassie Eyler, High School

Natalie Showers-Lewis, High School

G. Public Participation

H. Strategic Planning Update – Dr. Carolyn M. Rhodes

I. Discussion and Action on Board Minutes

1. Regular Board Meeting of April 18, 2011 (p.1-3)

2. Property and Supply Committee Meeting of May 10, 2011 (p.4)

3. Study Session Meeting of May 9, 2011 (p.5-6)

II. FINANCE AND BUDGET COMMITTEE REPORT - Mr. John L. Warehime, Jr.

A. Finance Committee Preliminary Budget Presentation.

B. Request Approval of Preliminary General Fund Budget for 2011-2012.

III. TREASURER'S REPORT - Mr. Thomas J. Paholsky (p.7)

A. Budgetary Comparison Report (p.8)

B. Encumbrance Report (p.9-23)

C. Revenue Report (p.24-26)

D. Activities Report (p.27-28)

E. Cafeteria Report (p.29-31)

IV. PERSONNEL COMMITTEE REPORT – Dr. Lorena Mummert

- A. Monthly Substitute Report (p32)
- B. Request approval to eliminate two (2) food service worker positions one at Rolling Acres and one at Maple Avenue effective June 6, 2011.
- C. Recommend approval to transfer Christine Lease from food service worker at Maple Avenue to Rolling Acres effective August 25, 2011.
- D. Recommend approval of the following resolution:

Whereas; the Littlestown Area School District will experience substantial financial challenges in creating the 2011-2012 budget as a result of stagnant local tax revenues and declining state support for public education.

Whereas; Pennsylvania Law authorizes school districts to eliminate non-professional staff positions for reasons of economy.

Now, therefore, be it resolved by the Board of School Directors for the Littlestown School District as follows:

1. Pursuant to Pennsylvania Law for reasons of economy, the Board of School Directors approves the elimination of the following custodial positions at the conclusion of the 2010-2011 school year, or effective the final day of work for the retiring person holding the position:
 - a. One custodian Maple Avenue
 - b. One custodian Rolling Acres
2. For reasons of economy, the Board of School Directors approves the elimination of the following Teacher Assistant positions held by individuals listed below effective June 10, 2011:
 - a. Kim McMaster
 - b. Pris Megela
 - c. Shannon Miller
 - d. Lori Morley
3. For reasons of economy, the Board of School Directors approves the change from full time status to part time, 5 hours/day the following Teacher Assistant positions held by:
 - a. Pam Klunk
 - b. Daphne Conn

* All TA positions outside of Title I are now part time positions.
4. For reasons of economy, the Board of School Directors approves the elimination of the following positions held by individuals listed below effective June 30, 2011:
 - a. Kelly Lovell, Administrative Secretary/Food Service Secretary
 - b. Marianne Long, Maple Avenue Guidance Secretary
 - c. Cindy Staub, Athletic Director Secretary

5. For reasons of economy, the Board of School Directors approves the creation of the following part time positions working a maximum of 25 hours/week and working the corresponding days indicated:
 - a. Food Service Secretary @ 5 hours/day, 25 hours/week, 210 days/year.
 - b. Maple Avenue Guidance Secretary @ 5hours/day, 25 hours/week, 210 days/year.
 - c. Athletic Director Secretary @ 5 hours/day, 25 hours/week, 220 days/year.
 - d. Rolling Acres Secretary @ 5 hours/day, 25 hours/week, 210 days/year.*Positions will be posted according to the Support Professional Agreement and furloughed individuals will be offered the position first.

6. For reasons of economy, the Board of School Directors approves the elimination of the part time nurse's aide position at Maple Avenue and Rolling Acres held by Rosetta Slagle effective June 30, 2011.

The Superintendent of Schools or his designee shall take such action as may be necessary, or appropriate to carry out this resolution including, but not limited to notifying affected individuals in writing of rights.

Duly adopted on this 26 day of May 2011 by a majority vote of the Board of School Directors.

E. Pursuant to its authority recommend the creation of three lunch aide positions at Rolling Acres Elementary School effective the first student day of the 2011-2012 school year.

F. Pursuant to its authority, approve the following professional transfers effective August 25, 2011:

1. Steve McMaster from high school compass learning teacher to guidance counselor Maple Avenue/Alloway Creek.
2. Greg Gilbert, Special Education Maple Avenue to Social Studies Maple Avenue.
3. Beverly Wolf from music Rolling Acres full time to split duties between Alloway Creek and Rolling Acres. Position remains a full time position

G. Recommend approval of the following resolution:

Now therefore, be it resolved by the Board of School Directors for the Littlestown School District as follows:

Pursuant to its authority the Board of Directors eliminate the following professional positions effective with date of person currently holding the position's retirement date and no later than June 30, 2011:

1. High School Business Education
2. High School Compass Learning
3. Music Education Maple Avenue and Alloway Creek
4. RTII Rolling Acres
5. One Special Education Maple Avenue

The Superintendent of Schools or his designee shall take such action as may be necessary, or appropriate to carry out this resolution including, but not limited to notifying affected individuals in writing of rights.

Duly adopted on this 26 day of May 2011 by a majority vote of the Board of School Directors.

H. Recommend the elimination of the following supplemental positions effective the conclusion of the 2010-2011 school year:

Varsity Football Assistant Coach
Middle School Assistant Band Director
Junior High Girls Basketball Coach
Boys Assistant Tennis Coach
Girls Assistant Tennis Coach
Junior High Basketball Advisor for Cheerleading
High School Band Assistant for Visuals
High School Musical Vocal Director
Middle School Musical, Assistant Director
All Department Chair and Coordinator Positions
Junior Varsity Assistant Baseball Coach
Junior Varsity Assistant Softball Coach

I. Recommend the creation of the following department chair positions effective July 1, 2011:

Mathematics chair K-5
Mathematics chair 6-12
Science chair K-5
Science chair 6-12
English chair K-5
English chair 6-12
Social Studies chair K-5
Social Studies chair 6-12

J. Recommend approval of the following resignations:

1. **James Sterner**, high school marching band director, per written resignation, effective June 1, 2011.

K. Recommend approval of employment for support staff:

1. **Douglas Reese**, support staff substitute

L. Recommend approval of the employment for Shawn Minnier, head varsity girl's basketball coach.

M. Recommend approval of the following volunteers:

Classroom/Chaperones: Steven Bassler, Pamela Bynaker, Lisa Conklin, Michael Dooley, Mary Hall, Crystal Heward, Carrie Klingler, Holly Moreland, Dawn Russell, Lori Sentz, Shawn Shadle, Michele Bauning, John Gazmen, Alicia Kitzmiller, Bradley Church, Desira Ohler, Michelle Robertson, Angela Jacobs, Kelly Thomas
Extra Curricular: Kelsey Wantz

V. PROPERTY AND SUPPLIES COMMITTEE REPORT - Mr. Tony Conover

A. Transportation Maintenance Report (p.33-35)

B. Request approval for the administration to proceed with finalizing the agreement with The Hite Company in the amount of \$124,976 to retro-fit existing lighting fixtures throughout the High School.

The rebate for this project is \$51,936.

C. Request approval of use of facilities for the volleyball summer league program on Sundays, June 12 – August 14, 2011.

A copy of the request is included in the board packet.

VI. CURRICULUM AND POLICY COMMITTEE - Mrs. Tammy Witkowski

A. Request approval of the text book selections for high school math and computer classes and fourth grade reading book.

Additional information is included in the board packet.

VII. EXTRA-CURRICULAR/ATHLETICS COMMITTEE - Mr. Tony Conover

A. Athletic Financial Report (p.36-37)

VIII. COMMUNITY RELATIONS/

COMMUNICATIONS COMMITTEE- Mrs. Diane Kagarise

IX. RECREATION BOARD REPORT – Mrs. Diane Kagarise

A. Recreation Board Minutes (p38-39)

X. LEGISLATIVE REPRESENTATIVE REPORT – Mr. Randy Mosebrook

XI. PSBA REPRESENTATIVE REPORT - Mr. Thomas Paholsky

XII. L.I.U. REPRESENTATIVE REPORT- Mr. Thomas Paholsky

XIII. SUPERINTENDENT’S REPORT

XIV. BUILDING REPORTS

A. Elementary School

B. Intermediate School

C. Middle School

D. High School

XV. PAYMENT OF INVOICES

- A. Invoices (p.40-44)
- B. Capital Reserve (p.45)
- C. Procurement Card Register (p.46)
- D. Void Check Report (p.47)

XVI. OLD BUSINESS

XVII. NEW BUSINESS

- A. **Request approval of the tentative contract proposal and the MOU between the Littlestown Area School District Board of Directors and the Littlestown Education Association for the period of July 1, 2011 – June 30, 2016.**

- B. **Request approval of the revised 2011-2012 Academic School Calendar as a result of the approval of the Collective Bargaining Agreement which incorporates the additional professional development time.**
A copy of the calendar is included in the board packet.

XVIII. ADJOURNMENT

BOARD INFORMATION

- **Upcoming Meeting Dates:**

July 11	August 8	September 12	October 10	November 14	December 12
July 18	August 15	September 19	October 17	November 21	December 19